



## Public Participation at Board Meetings

1. The State Board of Education shall, at its regular monthly business meeting, accept comment from any interested person on items that appear on the Board's agenda for that meeting.
2. The Board shall not accept comments on specific adjudications that are governed by the Administrative Orders and Procedures Act (Ind. Code 4-21.5) or by other statutory procedures that limit public participation. Persons who wish to participate in these proceedings may obtain procedural information from the Board office.
3. A person who desires to speak to the Board must register at the Board meeting room on the day of the meeting. Registration sheets shall customarily be available at least thirty (30) minutes prior to the start of the Board meeting, and registration shall close five (5) minutes before the start of the meeting. Required registration information shall include the name and address of the person providing the comments, the name of the organization (if any) that the person represents, and the topic to be discussed.
4. Public comments are subject to the following rules:
  - a. Statements are **limited to five (5) minutes** in length. Statements shall be timed by the Board Director or designee and time limits will be strictly enforced. The Board may also designate a meeting as a public hearing on a particular issue, giving more citizens the opportunity to present their opinions to the Board.
  - b. Public comments shall be limited to those items listed on the posted agenda.
  - c. Written comments may be submitted to the Chair or Board Director by a speaker and copies shall be distributed to the full Board.
  - d. No person may speak more than once on the same topic.
  - e. Comments shall be directed to the Board, not to an individual Board member, and questions will not be entertained.
  - f. Statements shall not be abusive or argumentative, and persons making statements shall not debate statements made by other persons.
5. The Board chair shall enforce these rules and may, subject to appeal to the Board, take actions necessary to maintain order at the Board meeting. Such actions may include, but are not limited to:
  - a. interrupting a person making a statement if the statement is too lengthy, unduly repetitive or otherwise violates these rules; and
  - b. limiting the total amount of time devoted to public statements based on the number of persons wishing to make statements and the length of the Board's agenda.

### Public Comment Registration

- When an individual registers to provide public comment, s/he will indicate on the sign-in sheet the specific agenda item on which s/he wishes to comment or that s/he will be making only general comments.
- Public comment on a specific agenda item will be taken at the time the agenda item is before the Board. General comments will be taken during the Public General Comment segment of the agenda.

Approved December 20, 2013